

**Fenwick Homeowners Association
Board of Directors Monthly Meeting Minutes**

Date: August 16, 2021

Location: Fenwick Clubhouse

Directors Present: Robert Feinberg, Tom Fiordelisi, Lisa Sutliff,
Scott Monetti, Phillip Nokes, Russell Quesenberry

Directors Absent: Duane Jones

Guests: None

President Feinberg called the meeting to order at 7:03 p.m.

Open Forum: No comments

Prior Meeting Minutes: Fiordelisi made a motion, seconded by Nokes, to approve minutes of the Board Meeting on July 19, 2021. Motion passed.

OLD BUSINESS:

Management Company: The Board previously voted to terminate the HOA management contract with The Property Center as of Sept. 30, 2021. Sutliff worked with Neighborhood Services Corp. President Sarah Henrici on modifications to its contract. Annual cost would be \$9,000, not including maintenance services, clubhouse management or covenant enforcement. Fiordelisi made a motion, seconded by Quesenberry, to accept the modified contract with Neighborhood Services Corp. for HOA management services beginning October 1, 2021. Motion passed.

NEW BUSINESS:

Clubhouse Management: Nokes made a motion, seconded by Quesenberry, to hire a resident to manage Clubhouse reservations at a rate of \$40 per rental. Motion passed. Sutliff will revise the clubhouse contract and train a replacement to take over services before October 1.

Clubhouse Transaction: Homeowner Judie Weaver recently rented the clubhouse for a personal event. The Board approved issuing a refund of the rental fee.

Fitness Class in Clubhouse: Homeowner Allisha Smith has offered to hold a fitness class for Fenwick residents at no cost on every other Saturday at 7 a.m. pending no rental/event scheduling conflicts. Fiordelisi made a motion, seconded by Quesenberry, to approve the request on the condition that participants sign a waiver agreeing to hold Smith and Fenwick Homeowners Association harmless for any injury that may occur on the property. Motion passed.

Monetti or Feinberg will purchase a replacement vacuum for the Clubhouse.

Garage Sales: The fall garage sale is scheduled for Sept. 17-18. Nokes and Quesenberry will place the signs for residents and banners for non-residents.

REPORTS:

Treasurer's Report – Duane Jones

- As of July 30, 2021, Fenwick HOA has \$414,710.97 on deposit with \$310,183.50 being the Reserves Account.

- 2022 Budget: The Budget Committee met and developed a budget for calendar year 2022, which Jones emailed to the Board members for review prior to the meeting. The Board reviewed the budget but postponed approval.

Maintenance Committee Report – Russell Quesenberry, Chair

- The limbs of a large tree are overhanging the property adjacent to the pavilion on Saddlecreek Way. After closer inspection, Nokes said the condition and safety of the entire tree is in question, which lost several large limbs with last October’s winter storm. The property owner offered to hire an arborist to request an additional opinion on the tree’s condition.
- Quesenberry said the pavilion on Saddlecreek Way has considerable roof damage, so the Board discussed options.
- Quesenberry will replace the Clubhouse thermostat, which cannot be reprogrammed, with one that be programmed via remote access, so we can better accommodate residents and visitors.

Community Preservation Committee – The Property Center is responsible for rules enforcement and violation letters in the ungated and east Gated HOA areas.

- 61 Violation letters were mailed since the last meeting: 39 yard/landscaping, 11 trash cans, 6 signs, 3 parking, 1 structure, 1 fencing.

Architectural Committee – Robert Feinberg, Committee member

- 1 Architectural Review Board requests was submitted since the last meeting: 1 shed placement.
- Shed Placement: The Board discussed the 10-foot placement rule and agreed to revise it to 5 feet.

Pool – Lisa Sutliff, Chair

- A valve was replaced last week at a cost of approximately \$500 and the pool was closed one day.
- Beginning this week – School has resumed and there are few visitors at the pool in the mornings, so a pool monitor is not on duty from 10 a.m. to 2 p.m. on Tuesday through Friday.

Community Involvement/Welcome Committee – No report

Social Committee – Lisa Sutliff, Committee member

- A new social chairperson is needed since the previous chair recently moved out of state.
- The committee, led by Shawna Aldridge, will hold a back-to-school pool party on Aug. 21.

Nominating Committee – Tom Fiordelisi, Chair

- Two current Director seats remain open for volunteers.
- Three additional Director terms, which are three years each, are up for election at the annual meeting in November. The seats are currently held by Fiordelisi, Jones and Sutliff.

Communication Report – Lisa Sutliff, Chair

- The website and bulletin Board have been updated with current Board members and committee chairs.

Fiordelisi made a motion, seconded by Quesenberry, to adjourn the meeting. Motion passed and the meeting adjourned at 8:31 p.m.

The next regularly scheduled board meeting will be Monday, September 20, 2021, at 7 p.m.